ANNEXURE –B.

BENGALURU METROPOLITAN TRANSPORT CORPORATION

Sub: Identifying the company for Implementation of Financial Management Cloud ERP Software at BMTC.

Ref: Tender No. BMTC/2025-26/SE1012.

IMPORTANT NOTE TO THE BIDDERS

In view of the modification in the e-procurement portal by the Government of Karnataka, the tenderers should invariably quote the following parameters in the KPP portal while uploading the commercial bid. Failing which their offer will not be considered for commercial evaluation.

a) Basic rate
b) GST
c) End Rate

The Brand name, production and supply capacity, Lead time required should be mentioned in the prescribed format.

TERMS & CONDITIONS

1. Prequalification Criteria:

Sl. No.	Prequalification criteria	Documents to be uploaded
A	The Bidder should be Information Technology (IT) Company / Firm registered in India under relevant Act & shall be in existence from preceding 5 years from the date of Bid.	Self-attested copies of the relevant documents shall be uploaded.
B	The Bidder should have experience in developing web application, maintaining cloud architecture with / in maintaining cloud-based web applications and databases with high end MEITY empanelled public cloud Servers/Cloud Server for a period of not less than Three (3) years for at least one state transport corporations as on the date of submission of bid.	Self-attested copy of work awards **OR** Client Experience Certificate shall be uploaded.
C	The Bidder should have average turnover of Rs. **50 lakhs** or above during the last Three (3) financial years 2021–22 2022-23 and 2023-24	Profit & Loss Account of the firm or agency for the last Three (3) financial years 2021–22 2022-23 and 2023-24 Certificate from a Chartered Accountant CA Certifying the annual turnover for the year 2021–22 2022-23 and 2023-24
D	The Bidder should submit audit certificate for the proposed web application from CERT-IN/US/UK agency	Certificate issued by concerned agencies.

	regarding the Software meeting the functional requirement.	
E	Relevant SSL / TSL certificate regarding the Software being "free from all vulnerabilities" for hosting in the secured server should be produced.	Certificate issued by concerned agencies.
F	The Bidder should have sufficient experience of executing Financial Management (CLOUD ERP) Software **Financial Management Software (FMS)** Projects in government owned transport corporations in Karnataka. The project should be of minimum 8 lakhs worth. Project should be in operation for not less than previous 3 years (i.e., from FY 2021–22 2022-23 and 2023-24) and should be operational as on the last date of submission of bid.	Self-attested copy of the Work Orders / Awards along with satisfactory performance certificates issued shall be uploaded.
G	The bidder should have ISO 9001:2015 and necessary certification of ISO 27001:2013 for providing ERP Software Development & Implementation, IT Infrastructure Services & IT Related Services and Information Security Management System issued by relevant certifying agency.	Valid Certificate of ISO 9001:2015 and necessary certification of ISO 27001:2013 for providing ERP Software Development & Implementation, IT Infrastructure Services & IT Related Services and Information Security Management System
H	The bidder should have a minimum of "CMMI Maturity Level 3" certifying for the activities of "Providing ERP, DMS and other IT Software Development & Implementation, Scanning & Digitization, IT Infrastructure Services & IT Related Services" issued by concerned agencies.	Valid certificate issued by concerned agencies.
I	The Bidder should not have been blacklisted by any State Government or Central Government or any other organization in India or any whereas on the date of submission of this Bid	Self-certification by Bidding Agency on their letter head duly signed by the authorized signatory should be submitted.
J	The Bidder shall be registered for Goods and Services Tax GST and any other such requirements as stipulated by the Government	Documentary proof should be submitted along with GST Number.
K	The Bidder shall submit PAN Copy along with the tender document	Copy of PAN shall be submitted
L	The bidder should integrate the proposed software with existing Stores & Payroll software of BMTC. Timely support to BMTC during the execution of the project is very much essential, as per the scope of work the firm has to support with sufficient and responsible team.	Self-declaration in this regard shall be uploaded.
M	Other duly signed documents such as Annexure-A, Annexure-A1, Declaration-I, II, III. Additional format should be uploaded in e-portal.	

Note: 1) All the above criteria should be supported by relevant document.

2) The Financial bids of the agencies which do not meet the Pre-Qualifying Requirements (Technical Bids) will not be considered.

3. Payment terms and conditions: The payment will be made in the following manner subject to satisfactory certification by the concerned at each level / stage.

I. 50% of the 1st year cost of design, development, installation, training, operation, "Go-Live" of project.
II. Remaining 50% of the 1st year cost in equated monthly instalments before 31st March of the year.
III. 2nd year payment: In 12 equated monthly instalments.
IV. 3rd year payment: In 12 equated monthly instalments.

4. Scope of Work

a) Objective

Bidders are required to critically review the purpose and requirements of implementation and shall ensure inclusion of all essential services (not mentioned specifically) for achieving the objective within the time frame for successful implementation. Bidders should note that the specifications mentioned in the RFP are only the minimum specification and the bidder should design and supply the solution appropriately keeping the business functional requirements, ERP requirements, SLA requirements and scalability in view.

The Purchaser intends to implement the Financial Management CLOUD ERP Software Solution within 30 Days. The Purchaser expects the Implementing Agency to adhere to the approach described in this RFP with possible improvements there to. ERP will be implemented on Cloud environment. The Purchaser has multiple business locations and users at these business locations will be using the ERP through LAN/WAN/Internet, therefore the proposed ERP application must be web-enabled.

b) The overall Scope of Work consists of following activities:

i. As IS Study: The Bidder has to do a thorough AS IS study within 15 days after the issue of LOI. Key Deliverables of this Study is finalization of Functional requirement, required bandwidth after studying existing system, End user systems required and Data digitization required.
ii. Setting up of Cloud Server & Hosting Financial Management CLOUD ERP Software: The Bidder has to set up, provision and host the ERP Application on MEITY empanelled public cloud.
iii. Supply of Software Licenses: Supply of Financial Management CLOUD

ERP Software licenses.

iv. Disaster Recovery System Activity: The Implementing Agency is responsible for timely Backup of entire Corporation Data and Setting up of DRS Activity. Provide 24 x 7 Any-time-Any-Where Access. Support should be provided as per SLA.

v. Implementation : Implementation of ERP Solution including business process analysis, conceptualization, design, development, configuration, customization, testing, audit and quality control services, designing and conducting training programs and change management workshops.

vi. Data Digitization & Legacy Data migration etc:

vii. Prior period data existing in currently used software should be migrated into Cloud platform.

viii. Training: The Implementing Agency has to impart sufficient training towards the ERP solution implemented to all category of BMTC identified users.

ix. Implementation Period : The implementation is expected to commence within 7 days from the date of awarding the tender, and should be Go-Live within 30 days in all units of BMTC.

x. Site Visits : The Implementing Agency may need to visit some of the business locations during various stages of implementation of ERP Solution like initial assessment, process study, training, change management, data digitization & migration etc.

xi. Contract Period: The contract is for three years period from the date of Software Implementation @ below mentioned Sites / Locations at 3.1.3. The performance of the Cloud ERP will be assessed by the User Department at the end of each financial year to continue the same for the next financial year. The bidder to quote for initial design, development, installation, training, operation, “Go-Live” of the Software and further operation, maintenance, up gradation and change request for second and third year.

c) The list of locations (as on date) is given in the table below. The number of offices may vary during the implementation and the scope of the Implementing agency will include all such office locations :

Offices under Scope	**No. of Offices**	**Approx. No of Users**
Central Office	1	50
Depot’s	50	100

Central Stores	1	5
Work Shops	1	5
TOTAL :	**53**	**160**

[**Note** : The numbers are indicative and may vary as per actuals.]

d) **Detailed Scope of Work**:-

BMTC intends to cover the following business functions, processes and activities in the ERP project as given in the table below. The details are as given below:-

Annexure-1 (Functional Requirement Specifications (FRS))

ERP Modules	Business Core Functions
Financial Management CLOUD ERP Software	General Ledger Accounting
	Account Receivable
	Account Payable
	Cash & Fund Management
	Bank Reconciliation
	Division Accounts & Sections (CADT, PADT, RADT, SADT, CASHIER, & COMMERCIAL)
	Trial Balance Consolidation
	Corporate Accounts, P&L and Balance Sheet
	Commercial Module
	GST Module
	Payroll Software Integration & PF Section Management (related to Accounts & Finance)
	Fixed Asset/Depreciation Module
	MIS Reports

5. BMTC intends to cover the following business functions, processes and activities in the ERP project as given in the table below. The details are as given below:-

Functional Requirement Specifications (FRS)

Sl.No.	Module	Core Functions
1	Accounts Payable	1. Contingent Audit (CADT): a) Arrange Payments to Suppliers, Service Providers

	Module	and pay recurring and contingent expenditures. b) Advances to the Suppliers and Sectional Heads and Monitoring and clearance. c) Deposits to the Courts/Third Party. d) Accounting in respect of Procurement of HSD. 2. Salary and Employees Pay Audit(PADT): a) Integration to BMTC Payroll Software. b) Payment of Salaries and wages to the Employees. c) Advances to the Employees d) Medical and Other contingent payments. e) Payment to the Retired employees. 3. Provident Fund Audit: a) Sanction of PF Advance to the Employees. b) Settlement of PF Interim/Final claims. c) Cheque Drawn Statement. d) PF Drawing Account.
2	Accounts Receivable Module	**1. Management of Receivables from:** a. Commercial Establishment. i. Rent from Licensee. ii. Receipt of EMD/SD b. Contract Carriage Services. i. Acceptance of Pre-Deposits ii. Raising of Invoice's. iii. Arrangement of Refunds. c. Advertisement Contract. d. Sale of Scrap Buses & Materials. e. Misc. Receipts. 2. Maintenance of Party wise Demand, Collection and Balance Ledger in respect of All Receivables. 3. Accounting of Traffic Revenue.

3	Stores Accounting	1. Integration with BMTC Store Management Software. 2. Maintenance of Inventory. 3. Inventory Control – Including Purchases, Issues and Stock. 4. Depot-wise Monthly Consumption 5. Accounting of Consumption of the Spares/Materials. 6. Central Stores & Depot-wise Stock Statement 7. Purchase order Audit
5	General Ledger Module	1. Maintenance of General ledger with drill down facility. 2. Adjustment Statement 3. Inter location Transfer Voucher 4. Preparation of monthly Unit wise Trial Balance 5. Preparation of Monthly Consolidated Trial Balance. 6. Compilation of Profit and Loss Account and Balance Sheet with relevant Schedules.
5	Cash & Fund Management	1. Generation of Cash Receipt. 2. Receipt based on QR code/UPI 3. Bank Remittance. 4. Generation of Cash Book/Fund Register. 5. Printing of Cheques/RTGS. 6. Bank Reconciliation. 7. Reconciliation of pool collection Account.
6	Integration with Other Software	1. Integration with Payroll Software. 2. Integration with DCS Software. 3. Integration with Stores/MMIC.
7	GST Module	1. Compilation of Unit wise GSTR-1 AND GSTR3B Statement. 2. Compilation of Consolidated GSTR-1 AND GSTR3B Statement. 3. Generation of the Annual GSTR- 9 statement.
8	PF Module	1. Migrating BMTC Payroll Data on Monthly

		Basis 2. Generating Monthly PF Trust Reports 3. Loan Processing (REF & NON-REF) 4. Final Claims & Settlement 5. Generating Yearly PF Ledger & PF Slips
9	MIS Reports	6. Working Results. 7. Staff Cost Analysis. 8. Expenditure and Revenue Analysis Report. 9. Account Analysis Report. 10. Outstanding liability Statements. 11. Category wise Demand Collection and Balance in respect of Debtors. 12. Other Reports. 13. Enable Dynamic Report Generation facility with multiple selection criteria as per the requirement of the users.

6. Evaluation Criteria:

Based on the "lowest Lumpsum quoted price" for Design, Development, Installation, Training, Operation and "Go-Live" of prescribed software with all the scope of work for initial financial year and for the 2nd and 3rd year along with relevant licenses.

7. Earnest Money Deposit: Rs. 10,000/- in e-procurement, to be paid through e- payment mode only.

8. **Security Deposit**: On selection, the agency shall pay 5% of the Value of the Work Order as security deposit through D.D in favour of the CAO-FA, BMTC, Central Office, Bengaluru or Bank guarantee in favour of COSP, BMTC, Central office, Bengaluru.

9. Pre bid meeting will be held on 12.11.2025 @ 11.30 hrs in the Mini meeting Hall, 4th floor, BMTC Central Offices, Shanthinagar, Bengaluru-560027. Those bidders desirous of attending the pre-bid meeting virtually are requested to send their interests through mail to **cosp@mybmtc.com**. The link will be provided to them.

10. Last date and time for tender queries & Clarification: 20.11.2025 upto 17.00 hrs. through e-mail only (cospbmtc@gmail.com) no queries send after :20.11.2025 through written/e-mail would be entertained.

11. Last date and time for submission of online tender documents: 21.11.2025 @ 17:00 Hrs.

12. Opening of Pre-qualification offers: 24.11.2025 @ 14.30 Hrs.

13. Opening of commercial offers: 26.11.2025 @ 14.30 Hrs.(Tentative)

14. Other Standard Terms and Conditions are as per Tender Documents.

Controller of Stores and Purchases,

[Tender Inviting Authority].